

CITY DEVELOPMENT DEPARTMENT 303-538-7295

developmentsubmittals@thorntonco.gov

COMPREHENSIVE PLAN AMENDMENT SUBMITTAL REQUIREMENTS

Applications must contain the following information in the format described. Applications will not be accepted if required items are missing or incomplete. Any submittal may require additional items.

- 1. Application Form must be signed by Property Owner
- 2. Application Fee refer to checkboxes on application form
- 3. Letter of Intent detailing proposal
- **4.** Future Land Use Map (similar to Zone Map) drawn to scale, 18" x 24". Include:
 - Vicinity map (scale: 1" = 600')
 - Subdivision name
 - North arrow
 - Bar scale
 - Legal Description of the future land use designation boundary. (If the property is adjacent to a public street or alley, the boundary shall extend to the centerline of the adjacent street or alley.)
 - Proposed designation of subject property
 - The boundaries included on this map should extend 300 feet beyond the subject property's boundaries, and should include:
 - Existing Future Land Use Map designation
 - Adjacent streets
 - Adjacent existing buildings

5. Additional reports/plans as deemed necessary

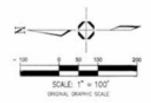
This is a general list of requirements. Some projects may require more or less information. The attached examples may not include each element of the list. However, each element should be reviewed for inclusion on a submittal.

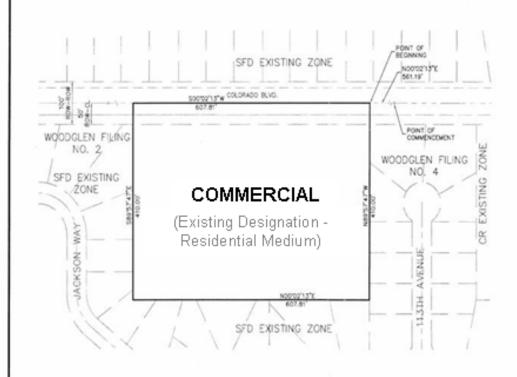


COLORADO BOULEVARD MINI STORAGE

PART OF THE SOUTHEAST ONE-QUARTER OF SECTION 1, T. 25., R 68 W. OF THE 6TH P.M.

COMPREHENSIVE PLAN AMENDMENT





LEGAL DESCRIPTION

THAT PART OF THE SOUTHEAST QUARTER OF SECTION 1, TOWNSHIP 2 SOUTH, RANGE 68 MEST OF THE SIXTH PRINCIPAL MERCHAN, COUNTY OF ADAMS, STATE OF COLORADO, BEING MORE PARTICULARLY DESPREID AS FOLLOWS:

COMMENOND AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER OF SECTION 1 AND CONSIDERNO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 1 TO BEAR NORTH COTO(13)* EAST WITH ALL BEARNOS CONTAINED HEREN BEING RELATIVE THERETO;

THENCE NORTH CO10213" EAST ALONG SAID EAST LINE A DISTANCE OF 581.19 FEET TO THE POINT OF BEGINNING:

THENCE NORTH 89'S''47" WEST A DISTANCE OF 50.00 FEET TO THE NORTHEAST CORNER OF LOT 18, BLOCK 2 OF WOODGLEN FEING NO. 4, RECORDED IN FILE 13 AT MAP 97 OF THE ADMIN COUNTY RECORDING.

THENCE NORTH 89'S''47" WEST ALONG THE NORTHERLY LINE OF LOTS 18 THROUGH 22, RLOOK 2 OF SAID WOODQLEN FILING NO. 4, A DISTANCE OF 490.00 FEET TO THE SOUTHERST CONNER OF LOT 24, BLOOK 2 OF SAID WOODQLEN FILING NO. 4;

THENCE NORTH 00/02/13" EAST ALONG THE EASTERLY LINE OF LOTS 24 AND 25, BLOCK 2 OF SAID WOODGLIN FILING NO. 2, RECORDED IN FILE 13 AT MAP 40 OF THE ADMIS COUNTY RECORDED, A DISTANCE OF 60/14 FEET TO A POINT ON THE SOUTHERLY LINE OF LOT 13, BLOCK 9 OF SAID WOODGLIN FILING NO. 2;

THENCE SOUTH 89'57'47" EAST ALONG THE SOUTHERLY LINE OF LOTS 13 THROUGH 17, BLOCK 9 OF SAID WOODGLEN FILING NO. 2, A DETANCE OF 400.00 FEET TO THE SOUTHEAST CORNER OF LOT 17, BLOCK 9 OF SAID WOODGLEN FILING NO. 2, SAID POINT ALSO BEING ON THE WESTERLY RIGHT OF WAY LINE OF COLDRAGO BOLLEVARD;

THENCE SOUTH 89'S7'47" EAST A DISTANCE OF 50.00 FEET TO SAID EAST LINE OF THE SOUTHEAST QUARTER OF SICTION 1;

THENCE SOUTH 0002/13" WEST ALONG SAID EAST LINE, A DISTANCE OF 607.81 FEET. TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS AN AREA OF 278,583 SQUARE FEET OR 6.42 ACRES, MORE OR LESS.



Rezoning/Zoning Amendments \$695

(round up to the next whole acre)

Planned Development Zoning \$695, plus

PD Zoning Amendment (Administrative)

Zoning (Z)

\$15/acre

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☐ Construction Drawings (CDs) (No Fee)

(Additional Application Required here)

☐ Floodplain Development Permit \$600

☐ Grading and Erosion Control (No Fee)

Pond Certificates (No Fee)

Engineering

APPLICATION FORM – CHECK TYPE OF REQUEST BELOW:

Comprehensive Plan Amendment (SPCD)

Specific Use Permit (D.P. Required) \$115

☐ Comp Plan Amendment \$350

Development Permit \$580

Development Permit (DP)

\$695	☐ DP Amendment (DPAB**) \$290 ☐ DP (Amendment (Administrative) \$250	Other
Appeal ☐ Staff/DPAB Decision \$90	,	☐ Minor Development Permit (MDP) \$100☐ Limited Use Permit
Variance (V)	Subdivision Plat (SUB) ☐ Subdivision Plat \$230, plus \$15/acre	□ Temporary Use Permit (TUP) \$90
□ Variance Request \$115	(round up to the next whole acre)	☐ Vacation of Right-of-Way \$250
Conceptual Site Plan (CSP)	☐ Subdivision Plat Amendment (SUBA)	☐ Oil and Gas Permit \$695, plus \$15/acre
□ Conceptual Site Plan \$695	\$250	
ONE APPLICATION	FORM PER EACH REQUEST OTHER THAN S	SPECIFIC USE PERMITS
Application Date:		
Project Description/Reason for Applicat	tion:	
Property Address (provide Cross Streets	if unknown):	
Gross Area (Acres): (Squa	are Feet):Current Zoning:	Proposed Zoning:
Existing Land Use(s) & Structures:		
Proposed Land Use(s) & Structures:		
Do prairie dogs currently exist on the pr	r operty? Yes: □ No: □	
Applicant:	Telephone:	
Address of Applicant:	Email:	
*Applicant Signature:	Print Name:	
Land Owner:	Telephone:	
Address of Land Owner:		
*Land Owner Signature:	Print Name:	
Land Owner:	Telephone:	
	Email:	
Land Owner Signature:	Print Name:	
NOTE – If there are more than two owners, a lead on behalf of the identified owner(s).	etter/letters containing their signatures must be attached	d to the application authorizing the applicant to a

*Signatures from the Applicant and the Land Owner are required. Signatory may be duly authorized agent of the record owner. All communications will be sent to the applicant. The signature of the property owner acknowledges their awareness of the request being made on their behalf and authorizes

the identified applicant to represent the owner in the request being made to the City of Thornton.

Development Submittal Instructions

City of Thornton land use applications may now be submitted electronically or in person. Please follow the steps below to assist you in submitting your proposal or for resubmitting documents.

By Email or File Transfer Site:

- <u>If your attachments are less than 7MB</u>: Email your application and supporting PDF documentation to <u>developmentsubmittals@thorntonco.gov</u>
 - 1) Please state in your email if you wish to pay by credit card over the phone, mail in a check, or hand deliver payment. Case processing will not begin until the fee is paid.
 - 2) You will be contacted by city staff once the documents have been received, accepted as complete and to confirm payment for new and applicable submittals.
- If your attachments are larger than 7MB: Upload your submittals through Google Drive using the following instructions:
 - 1) If you do not have one already, please create a Gmail Account. They have directions on creating an email account here: https://support.google.com/mail/answer/56256?hl=en
 - 2) Use the link <u>here</u> or copy/type the URL Below into your browser: https://drive.google.com/open?id=1szCf8FVIGO76naqxwQvFggt61otfAhi
 - Email <u>developmentsubmittals@thorntonco.gov</u> when you have completed your upload indicating your application has been submitted.
 - 3) Please state in your email if you wish to pay by credit card over the phone, mail in a check, or hand deliver payment. Case processing will not begin until the fee is paid.
 - 4) You will be contacted by city staff once the documents have been received and to confirm payment.

Notice to All Applicants

- A check-in meeting with staff is required as part of every application submittal.
- If paying with a credit card, please submit the application materials by 4:00 p.m. so we can process the card the day of the submittal.
- Applicants will be given a written summary and verbal explanation of any deficiencies that need to be corrected.
- If you have any questions, contact City Development at 303-538-7295.

City of Thornton

City Development 9500 Civic Center Dr. Thornton, CO 80229

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